



TRAINING TIME TABLE

SYMBOLS: / Can do the job satisfactorily. - Doesn't need to do the job. / Insert date training will be completed.	DIVISION					SECTION					UNIT					DATE				
	JOBS PERFORMED - LIST EASIEST ONES FIRST																			
	NAME OF EMPLOYEES <i>(List in lines 1 thru 12 below)</i>	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
AVERAGE TRAINING TIME																				
1.																				
2.																				
3.																				
4.																				
5.																				
6.																				
7.																				
8.																				
9.																				
10.																				
11.																				
12.																				
REMARKS												SIGNATURE OF SUPERVISOR								